

ADMINISTRATIVE - 1

Approval – Resolution Honoring Winifred S. Shapiro for Service as Chairman to the Fairfax County Park Authority Board (with Presentation)

ISSUE:

Approval of a resolution to honor the contributions of Mrs. Shapiro, as Chairman of the Fairfax County Park Authority Board in 2002, 2003 and 2004.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mrs. Shapiro in honor of her outstanding leadership and service as Chairman of the Fairfax County Park Authority Board in 2002, 2003 and 2004.

TIMING:

Board action is requested on April 27, 2005.

BACKGROUND:

Mrs. Shapiro was originally appointed to the Park Authority Board as the representative from the Braddock District in February 1997. A popular, hard-working representative, she was reappointed time after time. She served first as Secretary-Treasurer and then as Chairman from 2002 to 2004, stepping down in order to spend more time with family.

Her impact and spirited leadership has helped remarkable things transpire at the Park Authority during her tenure. In the past five years, Park Authority land holdings have increased 33 percent for a total of 23,571 acres. Mrs. Shapiro helped persuade the Board of Supervisors to authorize an out-of-turn bond referendum for \$20 million in 2002. It passed with flyers colors, followed in 2004 with another successful referendum for \$65 million. Again, under her leadership the initial bond figure was increased.

Additionally, Mrs. Shapiro helped leverage the success of the agency, which won a Gold Medal Award in 2002. Across the board, excellence and high standards, along with strategic values that embrace the dual mission of the Park Authority began to take hold. Under her leadership the Park Authority has reached and often surpassed its goals and become a national leader in the field of recreation and parks.

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FISCAL IMPACT:
None

ENCLOSED DOCUMENTS:
Attachment 1: Resolution

STAFF:
Michael A. Kane, Director
Timothy K. White, Deputy Director
Judith A. Pedersen, Public Information Officer

ADMINISTRATIVE - 2

Approval – Resolution Honoring John D. Pitts for Service to the Fairfax County Park Authority (with Presentation)

ISSUE:

Approval of a resolution to honor the contributions of Mr. John D. Pitts, Engineer IV for the Park Authority upon his departure.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mr. John D. Pitts in honor of his accomplishments over the past six years with the Park Authority.

TIMING:

Board action is requested on April 27, 2005.

BACKGROUND:

Mr. Pitts has been a vital component of the successes enjoyed by the Park Authority generally, and more specifically in the Planning and Development Division. Mr. Pitts has worked diligently over the past six years on a number of important projects which have either come to fruition already or will be coming on line in the near future.

Mr. Pitts was instrumental in the creation and passage of the Laurel Hill Master Plan and attended many tours, planning sessions and public meetings in this effort. He was a key player in the Laurel Hills Golf Club project slated to open this fall. Mr. Pitts was also a guiding hand in the resolution of issues and possibilities at the Laurel Hill Youth Center and Sportsplex as well as the creation of the Hunter Assemblage, Centreville Farms, Mason District Park, Sully Woodlands and Lewinsville Park improvements.

His tenacity and professionalism led to a Letter of Commendation from the Chamber of Commerce as well as a Team Award from the County for his work on behalf of the South County High School.

FISCAL IMPACT:

None

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ENCLOSED DOCUMENTS:
Attachment 1: Resolution

STAFF:
Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn Tadlock, Director, Park Operations
Judith A. Pedersen, Public Information Officer

ADMINISTRATIVE - 3

Approval – Resolution Honoring Douglas A. Petersen for Service to the Fairfax County Park Authority (with Presentation)

ISSUE:

Approval of a resolution to honor the contributions of Mr. Douglas A. Petersen, Senior Right-of-Way Agent for the Park Authority upon his departure.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mr. Douglas A. Petersen in honor of his accomplishments over the past 15 years with the Park Authority.

TIMING:

Board action is requested on April 27, 2005.

BACKGROUND:

Mr. Petersen has served in a variety of capacities during his tenure with the Fairfax County Park Authority. His career began at Hidden Pond Nature Center in the mid 1970s where he served as a seasonal naturalist. He also worked at Burke Lake Golf Course as Facility Manager and later as roving Acting Manager at Twin Lakes Golf Course and Lake Accotink Park.

Mr. Petersen left the Park Authority returning in July 1990 as a Landscape Architect III and later serving as an Engineer III – Planning and Land Management Branch Chief from 1993 until 1999. Presently he serves as Senior Right-of-Way Agent for the Planning and Development Division.

Mr. Petersen's work has been outstanding and resulted in solid accomplishments still enjoyed by the agency and residents of this community. His accomplishments include design and installation of the Water Mine at Lake Fairfax, initiation of the transfer of County-owned land to the Park Authority totaling more than 3,500 acres as well as representation of the Authority for four years in the Lorton/Laurel Hill transfer. He was also involved in the acquisition of more than 6,500 acres representing 27 percent of the parkland currently owned by the Park Authority.

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FISCAL IMPACT:
None

ENCLOSED DOCUMENTS:
Attachment 1: Resolution

STAFF:
Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning and Development Division
Judith A. Pedersen, Public Information Officer

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ADMINISTRATION - 4

Adoption of Minutes – April 13, 2005 Park Authority Board Meeting

ISSUE:

Approval of the minutes of the April 13, 2005 Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the April 13, 2005 Park Authority Board meeting.

TIMING:

Board action is requested on April 27, 2005.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the April 13, 2005 Park Authority Board Meeting

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

ACTION - 1

Contract Award – Stream and Bank Stabilization at Difficult Run Stream Valley Park (Dranesville District)

ISSUE:

Approval of a contract award to Sagres Construction Corporation of Alexandria, Virginia in the amount of \$442,700 for the construction of stream and bank stabilization improvements at Difficult Run Stream Valley Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a contract award to Sagres Construction Corporation of Alexandria, Virginia in the amount of \$442,700 for the construction of stream and bank stabilization improvements at Difficult Run Stream Valley Park. In addition, the Director recommends reserving \$44,270 or ten (10) percent of the contract award for contract contingency, \$26,562 or six (6) percent of the contract award for administrative costs and \$35,000 for other project related costs.

Contract Award	\$ 442,700
Contract Contingency (10%)	\$ 44,270
Administrative Cost (6%)	\$ 26,562
Inspections and Testing	<u>\$ 35,000</u>
 TOTAL COST	 \$548,532

TIMING:

Board action is requested on April 27, 2005 to maintain the project schedule.

BACKGROUND:

On January 16, 2002 the Park Authority Board approved a scope to construct trail and stream improvements on the Cross County Trail within a section of Difficult Run Stream Valley Park. This section of the Cross County Trail extends from the south side of Dulles Access Highway and Toll Road north to Great Falls National Park and the Potomac River. In the time since approval in 2002, the original project has been divided into three (3) separate projects. Two of these projects, one near Browns Mill Road and one south of Old Dominion Drive, are in final design and plan approval. This is the third of the projects that were part of the original scope approved by the Park Authority Board. The work includes stream and bank stabilization improvements within Difficult Run Stream Valley

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Park in the vicinity of an existing parking lot that is accessed from Georgetown Pike. The bank stabilization efforts will include construction of a new section of the Cross County Trail.

Two (2) sealed bids for the construction of stream and bank stabilization improvements at Difficult Run Stream Valley Park were received and opened on April 7, 2005, as summarized in Attachment 1. The lowest responsible bidder was Sagres Construction Corporation. Their total bid of \$442,700 is \$72,700 or 19.7% above the Park Authority's pre-bid estimate of \$370,000 and \$31,373.48 below the next lowest bidder. The work is to be completed within 90 calendar days of Notice-to-Proceed. Sagres Construction Corporation holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Sagres Construction Corporation has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$548,532 is necessary to award this contract and to fund the associated contingency, administrative costs and other project related costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$115,000 in Project 474698, Trails and Stream Crossings and \$70,000 in Project 474198, Athletic Fields in Fund 370, Park Authority Bond Construction; in the amount of \$49,700 in Project W00200, Dranesville District, Walkways, in Fund 307, Sidewalk Construction and in the amount of \$313,832 in Project X00408, Cross County Trail, in Fund 307, Sidewalk Construction to award this contract and to fund the associated contingency, administrative costs and other project related costs.

ENCLOSED DOCUMENTS:

- Attachment 1: Bid Results – Stream and Bank Stabilization at Difficult Run Stream Valley Park
- Attachment 2: Scope of Work – Stream and Bank Stabilization at Difficult Run Stream Valley Park, Project No. 474698 / 063
- Attachment 3: Cost Estimate – Stream and Bank Stabilization at Difficult Run Stream Valley Park, Project No. 474698 / 063
- Attachment 4: Site Plan – Stream and Bank Stabilization, Difficult Run Stream Valley Trail

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Brian Daly, Director, Park Operations Division

Lynn S. Tadlock, Director, Planning and Development Division

John Lehman, Manager, Project Management Branch

Deb Garris, Supervisor, Project Management Branch

Jim Duncan, Project Manager, Project Management

INFORMATION -1

Revisions to the BY-LAWS GOVERNING THE FAIRFAX COUNTY PARK
AUTHORITY
OF FAIRFAX COUNTY, VIRGINIA

This information item provides all Board members with written notification of proposed changes to the By-Laws, for decision on the proposed changes by vote of the majority of the Authority's members on May 11, 2005.

With the assignment of membership to Standing Committees of the Board, several issues regarding specific language in the BY-LAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY OF FAIRFAX COUNTY, VIRGINIA AS REVISED AND ADOPTED MAY 19, 1981, came into question. Specifically, it was noted that the By-Laws state that regular meetings are held "on the first and third Tuesdays of each month", while it is the current practice of the Board to hold regular meetings on the second and forth Wednesdays of each month with certain exceptions.

The chairman of the Administration and Management Committee called a meeting on April 13, 2005, to address revisions to the language in the By-Laws. It was the expressed desire of all Board members present to make the following changes to these sections:

Article III – Committees

Section II – Standing Committees

Standing Committees shall be composed of not more than seven members of whom at least ~~three~~ *four* shall be members of the Authority.

Article IV – Meetings

Section I – Regular Meetings

Regular meetings of the Authority shall be held in Fairfax County ~~on the first and third Tuesdays of each month and at such other times as may be necessary to conduct effectively the business of the Authority~~ *a minimum of twenty times per year* at a place and time to be determined by the Authority.

Article IV – Meetings

Section III – Quorums

~~A majority of the appointed members present shall constitute a quorum at meetings of Standing and Special Committees.~~ *Discussions may proceed at*

Standing and Special Committees when three or more Authority members are present. A majority of the appointed members present shall constitute a quorum at meetings of Standing and Special Committees for business requiring a vote.

Also, with regards to Article IV – Meetings, Section III – Quorums, a prior change was approved and documented by addendum. On March 24, 1992, the Park Authority Board voted to amend the Bylaws, Article IV, Section III-Quorums, to reflect the expansion of the Park Authority Board from ten to twelve members. The By-Laws were amended to read as follows:

Section III - Quorums

Seven members of the Authority shall constitute a quorum for the transaction of business at all meetings. A majority of the appointed members present shall constitute a quorum at meetings of Standing and Special Committees.

The Park Authority Director recommends the Park Authority Board incorporate any revisions to the By-Laws resulting from the Board's decision on May 11, 2005, together with otherwise unaffected language from the March 24, 1992, change into the document entitled BY-LAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY OF FAIRFAX COUNTY, VIRGINIA AS REVISED AND ADOPTED MAY 11, 2005.

ENCLOSED DOCUMENTS:

Attachment 1: Proposed Amendment to the BY-LAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY OF FAIRFAX COUNTY, VIRGINIA AS REVISED AND ADOPTED MAY 19, 1981

Attachment 2: Excerpt from the Fairfax County Park Authority Minutes dated March 24, 1992, Page 5, A-2 Amendment of Park Authority By-Laws

STAFF:

Michael A. Kane, Director
Timothy White, Deputy Director
Miriam Morrison, Director, Administration Division